

**Town of Sunset Beach
Planning Board Meeting
February 5, 2015**

MINUTES

Members Present: Carol Santavicca, Chairwoman; Members Sybil Kesterson, Bob Tone, Len Steiner and Greg Jensen

Members absent: Tom Vincenz, Vice-Chairman and Noelle Kehrberg,

Staff Present: Susan Parker, Town/UDO Administrator, Rawls Howard, Planning Director, and Lisa Anglin, Planning Board Secretary

Chairwoman Santavicca called the meeting to order, established that a quorum was present, explained that the meeting format has changed and read a prepared welcome statement. The Pledge of Allegiance was recited.

Postponement or Withdrawal Requests

None

Public Comments

None

Consideration of Approval of Minutes

MEMBER STEINER MADE A MOTION TO APPROVED THE AUGUST 21, 2014, OCTOBER 16, 2014, NOVEMBER 6, 2014 (as amended) AND THE NOVEMBER 20, 2014 MINUTES. MEMBER KESTERSON SECONDED THE MOTION. CHAIRWOMAN SANTAVICCA CALLED FOR A VOTE AND THE MOTION CARRIED BY 4 – 0 VOTE.

New Business (Action)

Ordinance Amendment – Article 7 Supplemental Regulations, Section 7.03 Modular Homes/Buildings

Rawls Howard explained that at the Planning Department has received a citizen-initiated text amendment request concerning UDO Article 7, Section 7.03 (B) pertaining to the minimum roof pitch requirement. The Board and Staff discussed the difficulties this ordinance and the 35' height requirement creates for modular homes and ultimately prohibits a two-story home. The Board and Staff reviewed the proposed options which include removal of the minimum roof pitch requirement, allow for a change if brought to and approved by the Planning Board, or to reduce the minimum roof pitch to 4/12.

MEMBER JENSEN MADE A MOTION TO RECOMMEND TO THE TOWN COUNCIL OPTION 1 – REMOVAL OF SECTION 7.03(B) AND RENUMBER REMAINING SUBSECTIONS. MEMBER STEINER SECONDED THE MOTION. CHAIRWOMAN SANTAVICCA CALLED FOR A VOTE AND THE MOTION CARRIED BY 4 – 0 VOTE.

Old Business

None

Administrative Items

Director and Staff Comments

- A. Board Member APA Membership – Howard advised that each member has been enrolled as a member with the American Planning Association. Additional information will be forthcoming.
- B. Meeting/Work Session Format Discussion - Howard proposed that the Planning Board's first meeting of the month be designated as the meeting in which the Board will take action and forward items to Council for consideration. This meeting will be held in the Council Chambers. The second meeting will be deemed a work session and will be held in the conference room. The Board discussed the agenda placement for public comments. The Board reached a consensus to place public comments at the beginning of the agenda.

MEMBER KESTERSON MADE A MOTION TO APPROVE THE MEETING AND WORK SESSION FORMATS AS PROPOSED. MEMBER JENSEN SECONDED THE MOTION. CHAIRWOMAN SANTAVICCA CALLED FOR A VOTE AND THE MOTION CARRIED BY A 4 – 0 VOTE.

- C. Ordinance Amendments approved during August 7, 2014 Meeting (See UDO Amendment Index 3) – Howard requested time to review the UDO Amendment Index 3 for a recommendation at the next meeting. The proposed Landscaping Ordinance will be discussed during the February 19th Work Session.
- D. Board Member Comments – Member Steiner questioned when the Noise Ordinance will be reviewed. Howard advised that Noise Ordinances are regulatory ordinances and are not normally handled by the Planning Board. Councilwoman Scott will draft a Noise Ordinance for the Council to consider.
- E. Request for Future Agenda Items - Member Tone requested that the Board review Article 11 Signs concerning removal of temporary signs. Chairwoman Santavicca advised that a comparison of the open space regulations and the overlay district are future agenda items.

MEMBER JENSEN MADE A MOTION TO ADJOURN THE FEBRUARY 5, 2015 MEETING. MEMBER KESTERSON SECONDED THE MOTION. CHAIRWOMAN SANTAVICCA CALLED FOR A VOTE AND THE MOTION CARRIED BY A 4 - 0 VOTE.

Town of Sunset Beach
Planning Board

Carol Santavicca, Chairwoman

Submitted by:

Lisa Anglin, Planning Board Secretary